



# The John Thomas Dye School

## LOWER SCHOOL TEACHER

Los Angeles, CA



**The John Thomas Dye School**, an independent K-6 school located in Los Angeles, is currently seeking a full-time Grade K-4 Homeroom Co-Teacher. The John Thomas Dye School's Mission Statement is as follows: "We look to each day with a commitment to inspire purposeful learning, cultivate character, and celebrate childhood." The School is fully committed to a culturally diverse faculty and student body.

**Start Date:** August 13, 2024

### JOB SUMMARY:

The Co-Teacher, in collaboration with their co-teaching partner, will support and implement curriculum planning and educational instruction for all students that meets the objectives of the School's Mission Statement. The Teacher will oversee the needs of students to provide an optimal learning environment.

### ESSENTIAL FUNCTIONS:

#### *Instruction*

- Demonstrate a repertoire of developmentally appropriate and engaging instructional strategies that meet the needs of all students through assessment and differentiation.
- Utilize best instructional practices, methods, materials, and technology.
- Hold students to high standards, allowing for differentiation among learning styles.
- Evaluate student work using formative and summative assessments, rubrics, benchmarks, and other assessment tools to guide instructional planning and promote student success.
- Communicate on a regular basis with Division Head and Student Success Team to monitor and support student progress.
- Communicate academic, social, and emotional needs with parents in a timely manner and when necessary with administration, Student Success Team, and grade level team.

#### *Planning and Preparation*

- Plan and implement an enriched, challenging, and developmentally appropriate grade level curriculum in collaboration with Co-Teacher and Grade Level Team.
- Attend all classroom, grade level, curricular, and faculty meetings.
- Work with grade level team to plan and organize grade-level service learning.
- Coordinate with grade level to curriculum resources and supplies.

#### *Classroom Environment*

- Provide a positive and safe environment for students physically and emotionally that reflects developmentally appropriate classroom management strategies.
- Support the academic and social-emotional needs of students, including participating in the development and implementation of learning or success plans as needed.

#### *Professional Learning*

- Seek knowledge of current instructional theories and best practices and demonstrate a commitment to professional growth by participating in professional learning opportunities.



### **Professional Responsibilities**

- Exercise excellent writing skills to communicate with colleagues, students, and families and produce detailed narratives regarding student progress.
- Collaborate and communicate effectively with students, parents, administration, staff, and if applicable, outside professionals.
- Model professional and ethical standards and 5C's (Caring, Consideration, Common Sense, Cooperation, and Courtesy) behavior when interacting with students, parents, and colleagues.
- Participate in parent-teacher conferences, parent nights, admissions events, and other events outside contractual hours at the request of the administration.
- Participate in the overall care of students through duties such as morning carpool check-in, recess supervision, lunch duty, and afternoon checkout.
- Other duties as assigned by the Lower School Head or Head of School.

### **SKILLS, KNOWLEDGE AND QUALIFICATIONS:**

- Bachelor's Degree in content area, education, or related field.
- A Master's degree or an equivalent experience as a classroom teacher.
- Strong understanding of Independent school methods and ability to effectively integrate best practices.
- Strong understanding of academic, social, and emotional development of children.
- Strong understanding and use of multiple forms of assessment to inform and drive instruction.
- Technology literate and comfortable with acquiring new technology skills.
- Excellent communication, interpersonal, and presentation skills.
- Strong organization and time-management skills.
- Ability to work independently and as part of a team.

### **COMPENSATION AND BENEFITS:**

#### *Summary of Benefits:*

- Healthcare Insurance subsidized at 100% for employees.
- Dental/Vision Insurance.
- Flexible Spending Accounts.
- Term Life Insurance of \$50,000 paid by JTD (voluntary also available).
- Short-term and Long-term Disability Insurance.
- Retirement Plan matching (403B).
- Graduate School Student Loan Forgiveness.
- Daily on-site lunch provided.
- Advanced degree bonus.
- Holiday bonus.

#### *Professional Development / Additional Compensation:*

- Up to \$2500 to spend on annual professional development.
- Advanced Degree Tuition Reimbursement.
- Curriculum Development Grants / Committee Work Stipends.
- Travel Grants.

*The faculty salary range is determined by years of experience and education with a range from \$70,000 to \$120,000.*

### **HOW TO APPLY:**

The John Thomas Dye School has partnered with Dovetailed on this search. Interested candidates should email a cover letter (addressed to Kendyl Grbac), a resume, and a list of at least three professional references consolidated as a single PDF document to Alison Moore, Senior Recruiter at [alison@dovetailedsourcing.com](mailto:alison@dovetailedsourcing.com).

